

MANTORVILLE CITY COUNCIL MEETING AGENDA
MONDAY, JULY 22, 2019
6:30 PM

1. Call to Order
2. Pledge of Allegiance
3. Additions/Deletions to Agenda
4. Consent Agenda
 - a) City Council Meeting Minute's July 8, 2019
 - b) Warrant List July 22, 2019
 - Pay Request 4 Ellingson Drainage
 - c) Notice of SEMLM Meeting
 - d) Dodge County Sheriffs June Call Report Mantorville
5. Public Concerns
6. Public Hearing(s)- None
7. Old Business/New Business
 - a) 2019/2020 Property Casualty Renewal – Lynn Boynton, Insurance Brokers of MN
 - b) Street Painting Projects
 - c) MN Department of Health Drinking Water Service Connection Fee Increase 2020
 - d) Set Fall Retreat Date
 - e) 2020 Budget
 - f) Fire Department Member Resignation
8. TBD
 - a) Public Works Report
 - Bypass Pump
 - b) City Clerk Report
 - c) Consultant Report
 - d) Committee Report
 - Chamber, EDA, Finance/Budget, Fire Department, Infrastructure, KM Joint Powers, MRA, Park Board, Personnel, Relief, Township, Safety*
 - e) Council Member Report
 - f) Mayor Report
9. Executive Session - None
10. Adjourn

*Check Summary Register©

July 2019

Name	Check Date	Check Amt	
10100 Citizens State Bank			
UnPaid	ABC - ARROW BUILDING	\$149.45	TRAINING SUPPLIES FOR VENTILATION TR
UnPaid	JOE ADAMS	\$51.85	REIMBURSEMENT TO J. ADAMS FOR OLMS
UnPaid	ADVANCED PLUMBING	\$1,450.00	REPLACED SUMP PUMP IN CITY HALL BAS
UnPaid	AG PARTNERS	\$960.98	B5 RED DYED FUEL
UnPaid	ALLSTATE PETERBUILT	\$1,720.17	TANKER #1 OIL COOLER LEAK REPAIR
UnPaid	ANCOM	\$143.00	PAGER BATTERIES
UnPaid	BAUER BUILT	\$700.50	FRONT TIRES FOR TANKER #1
UnPaid	BEBEE TRAVIS	\$50.00	REIMBUREMENT FOR FUEL FOR FD RESC
UnPaid	BOVIASR, JOHN	\$175.00	CAMPING REIMBURSEMENT
UnPaid	BUREAU OF CRIMINAL APPREH	\$15.00	BACKGROUND CHECK FOR R.JECH
UnPaid	DAVID DROWN ASSOC	\$18,000.00	FISCAL CONSULTING SERVICES GO BOND
UnPaid	ELLINGSON COMPANIES	\$11,708.75	PAY REQUEST #4 SANITARY SEWER EXTE
UnPaid	FIRE SAFETY USA, INC	\$466.00	CLASS A FOAM
UnPaid	GAMETREE	\$130.68	ADAPTIVE SWING SAFETY BELT HARNESS
UnPaid	HARDERS, GERRY	\$25.00	CAMPING REIMBURSEMENT
UnPaid	HODGMAN, LORI	\$30.00	PARK SHELTER REIMBURSEMENT
UnPaid	INTERSTATE MOTOR TRUCKS, I	\$831.85	REPAIR BRAKES, FIX AIR SYSTEM FOR TA
UnPaid	JORGENSEN, PAUL	\$200.00	CAMPING REIMBURSEMENT
UnPaid	KASSON HARDWARE HANK	\$21.29	LINING FOR THE BALL FIELDS
UnPaid	KENNEDY & GRAVEN, CHARTER	\$2,246.10	LEGAL SERVICES THROUGH MAY 31, 2019
UnPaid	KOCH, SHERRY	\$300.00	CAMPING REIMBURSEMENT
UnPaid	KOSTER, KENNY	\$75.00	CAMPING REIMBURSEMENT
UnPaid	LINCOLN NATIONAL LIFE INSUR	\$151.33	EMPLOYEE PAID LIFE INSURANCE
UnPaid	LORENTZ, JOEY	\$53.43	REIMBURSEMENT TO J. LORENTZ FOR FU
UnPaid	MAXSON ELECTRIC	\$114.19	LOCATE AT MANTORFIELD
UnPaid	MENARDS - NORTH ROCHESTE	\$1,075.42	WHITE MARKING PAINT FOR LOCATES
UnPaid	MENARDS- SOUTH ROCHESTER	\$359.94	6 REPLACEMENT PICNIC TABLE FRAMES F
UnPaid	MITTELSTADT, CARL & JENNIFE	\$200.00	CAMPING REIMBURSEMENT
UnPaid	MN PUBLIC FACILITIES AUTHOR	\$36,712.54	CWRF BOND/PRINCIPAL WW KASSON
UnPaid	MOPS AND BUCKETS, LLC	\$53.44	JULY CLEANING OF CITY HALL
UnPaid	NOLTE, ROGER	\$40.00	BATTERY FOR RADIO UPS
UnPaid	NORTHLAND TRUST SERVICES,	\$3,056.25	GO 2019A BONDS PAYING/REGISTRAR AG
UnPaid	OLIVE, RICH	\$30.00	PARK SHELTER REIMBURSEMENT
UnPaid	ON SITE COMPUTERS, INC	\$71.00	DAILY BACKUP AND MONITORING FOR JUL
UnPaid	ON SITE SANITATION	\$210.00	PORT A POTTY AT MANTORFIELD
UnPaid	PITNEY BOWES GLOBAL	\$385.00	MAY AND JUNE POSTAGE
UnPaid	QUALITY FLOW SYSTEMS, INC	\$660.00	FIELD LABOR AND GENERAL REPAIR FOR
UnPaid	SAMS CLUB	\$482.78	GARBAGE BAGS FOR CITY HALL
UnPaid	SCHMIT, TIM	\$100.00	CAMPING REIMBURSEMENT
UnPaid	SE MN LEAGUE OF MUNICIPALIT	\$40.00	ANNUAL DUES THROUGH JUNE 2020
UnPaid	STUSSY CONSTRUCTION INC	\$1,765.80	ROAD ROCK FOR STREETS AND PARKS -
UnPaid	TIBBALS, JIM	\$62.52	REIMBURSEMENT TO J. TIBBALS FOR TAN
UnPaid	WESTRUM LEAK DETECTION IN	\$750.00	ANNUAL LEAK DETENTION 2019
Total Checks		\$85,824.26	

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Payments

Current Period: July 2019

Batch Name	WAR 07 22 19	User Dollar Amt	\$87,020.60		
	Payments	Computer Dollar Amt	\$87,020.60		
			\$0.00	In Balance	
Refer	0 ABC - ARROW BUILDING				
Cash Payment	E 101-42200-217 Other Operating Supplie	TRAINING SUPPLIES FOR VENTILATION TRAILER			\$149.45
Invoice	4682595	7/22/2019			
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$149.45
Refer	0 BAUER BUILT				
Cash Payment	E 101-42200-228 Equip. Repair and Mainte	FRONT TIRES FOR TANKER #1			\$700.50
Invoice	670064400	7/22/2019			
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$700.50
Refer	0 BEBEE TRAVIS				
Cash Payment	E 101-42200-212 Motor Fuels	REIMBUREMENT FOR FUEL FOR FD RESCUE VAN			\$50.00
Invoice	JULY 2019	7/22/2019			
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$50.00
Refer	0 NOLTE, ROGER				
Cash Payment	E 101-42200-240 Tools and Minor Equipm	BATTERY FOR RADIO UPS			\$40.00
Invoice	19 JULY 2019	7/22/2019			
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$40.00
Refer	0 FIRE SAFETY USA, INC				
Cash Payment	E 101-42200-228 Equip. Repair and Mainte	CLASS A FOAM			\$180.00
Invoice	123270	7/22/2019			
Cash Payment	E 101-42200-240 Tools and Minor Equipm	NAME PATCHES FOR TURNOUT			\$286.00
Invoice	123962	7/22/2019			
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$466.00
Refer	0 ANCOM				
Cash Payment	E 101-42200-240 Tools and Minor Equipm	PAGER BATTERIES			\$143.00
Invoice	88496	7/22/2019			
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$143.00
Refer	0 INTERSTATE MOTOR TRUCKS, IN				
Cash Payment	E 101-42200-228 Equip. Repair and Mainte	REPAIR BRAKES, FIX AIR SYSTEM FOR TANKER 2			\$831.85
Invoice	210457	7/22/2019			
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$831.85
Refer	0 ALLSTATE PETERBUILT				
Cash Payment	E 101-42200-228 Equip. Repair and Mainte	TANKER #1 OIL COOLER LEAK REPAIR			\$1,720.17
Invoice	5006107136	7/22/2019			
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$1,720.17
Refer	0 BUREAU OF CRIMINAL APPREHEN				
Cash Payment	E 101-41500-300 Professional Srvs (GENE	BACKGROUND CHECK FOR R.JECH			\$15.00
Invoice	JULY 2019	7/22/2019			
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$15.00
Refer	0 ELLINGSON COMPANIES				
Cash Payment	E 602-49450-530 Construction	PAY REQUEST #4 SANITARY SEWER EXTENSION TO SERVE CEMETERY SEWER			\$11,708.75
Invoice	JULY 2019	7/22/2019			

Project 18-002

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Payments

Current Period: July 2019

Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$11,708.75
Refer	0 LINCOLN NATIONAL LIFE INSURA	-			
Cash Payment	G 101-21711 Life Insurance Payable	EMPLOYEE PAID LIFE INSURANCE			\$151.33
Invoice	JULY 2019 7/22/2019				
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$151.33
Refer	0 STUSSY CONSTRUCTION INC	-			
Cash Payment	E 101-45200-443 FEMA Related Expenses	ROAD ROCK FOR STREETS AND PARKS - FLOOD JUNE 2019			\$1,765.80
Invoice	JUNE 2019 7/22/2019				
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$1,765.80
Refer	0 SE MN LEAGUE OF MUNICIPALITI	-			
Cash Payment	E 101-41110-433 Dues and Memberships	ANNUAL DUES THROUGH JUNE 2020			\$40.00
Invoice	JULY 2019 7/22/2019				
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$40.00
Refer	0 SAMS CLUB	-			
Cash Payment	E 101-41940-200 Supplies	GARBAGE BAGS FOR CITY HALL			\$16.98
Invoice	JULY 2019 7/22/2019				
Cash Payment	E 101-43100-200 Supplies	POM TOWELS FOR THE SHOP			\$27.48
Invoice	JULY 2019 7/22/2019				
Cash Payment	E 101-45200-443 FEMA Related Expenses	PRESSURE WASHER FOR FLOOD JUNE 2019			\$438.32
Invoice	JULY 2019 7/22/2019				
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$482.78
Refer	0 WESTRUM LEAK DETECTION INC	-			
Cash Payment	E 601-49400-300 Professional Srvs (GENE	ANNUAL LEAK DETENTION 2019			\$750.00
Invoice	4461 7/22/2019				
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$750.00
Refer	0 VISTA PRINT	Ck# 005368 7/22/2019			
Cash Payment	E 601-49400-200 Supplies	DOOR DISCONNECT BALANCE			\$6.35
Invoice	MAY 2019 #2 7/22/2019				
Cash Payment	E 602-49450-200 Supplies	DOOR DISCONNECT BALANCE			\$6.34
Invoice	MAY 2019 #2 7/22/2019				
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$12.69
Refer	0 QUALITY FLOW SYSTEMS	-			
Cash Payment	E 602-49450-220 Bldg.Repair and Mainten	FIELD LABOR AND GENERAL REPAIR FOR THE PUMPS AT THE WWTP			\$660.00
Invoice	37370 7/22/2019				
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$660.00
Refer	0 PITNEY BOWES INC	-			
Cash Payment	E 101-41500-322 Postage	MAY AND JUNE POSTAGE			\$199.00
Invoice	MAY/JUNE 2019 7/22/2019				
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$199.00
Refer	0 PITNEY BOWES INC	-			
Cash Payment	E 101-41500-322 Postage	3RD QTR. LEASING 2019			\$186.00
Invoice	3103260977 7/22/2019				
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$186.00
Refer	0 MENARDS - NORTH ROCHESTER	-			

Payments

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Cash Payment	E 101-45200-443 FEMA Related Expenses	TEST PLUGS, WASHERS, LEAF RAKE, BOW RAKE, MANURE FORK AND GREEN TREATED WOOD FOR RIVERSIDE PARK FOR FLOOD JUNE 2019		\$349.45
Invoice 45133	7/22/2019			
Transaction Date	7/18/2019	Citizens State Bank	10100	Total \$349.45
Refer	0	MENARDS- SOUTH ROCHESTER		
Cash Payment	E 101-45200-443 FEMA Related Expenses	6 REPLACEMENT PICNIC TABLE FRAMES FOR RIVERSIDE PARK PAVILLION FLOOD JUNE 2019		\$359.94
Invoice 756	7/22/2019			
Transaction Date	7/18/2019	Citizens State Bank	10100	Total \$359.94
Refer	0	MENARDS - NORTH ROCHESTER		
Cash Payment	E 101-45200-443 FEMA Related Expenses	BLEACH, SAFETY FENCE, TRASH CANS AND GLOVES FOR FLOOD JUNE 2019		\$137.34
Invoice 44955	7/22/2019			
Transaction Date	7/18/2019	Citizens State Bank	10100	Total \$137.34
Refer	0	MENARDS - NORTH ROCHESTER		
Cash Payment	E 101-45200-401 Repairs/Maint Buildings	KEYPAD DEAD BOLT FOR MANTORFIELD		\$99.00
Invoice 44599	7/22/2019			
Cash Payment	E 101-45200-443 FEMA Related Expenses	COVERALLS AND TANK SPRAYER FOR FLOOD JUNE 2019		\$77.89
Invoice 44599	7/22/2019			
Transaction Date	7/18/2019	Citizens State Bank	10100	Total \$176.89
Refer	0	MENARDS - NORTH ROCHESTER		
Cash Payment	E 601-49400-430 Miscellaneous	WHITE MARKING PAINT FOR LOCATES		\$19.76
Invoice 44531	7/22/2019			
Cash Payment	E 602-49450-220 Bldg.Repair and Mainten	GARBAGE CAN FOR WWTP		\$11.99
Invoice 44531	7/22/2019			
Cash Payment	E 101-45200-443 FEMA Related Expenses	DEHUMIDIFIER FOR CITY HALL FOR FLOOD JUNE 2019		\$379.99
Invoice 44531	7/22/2019			
Transaction Date	7/18/2019	Citizens State Bank	10100	Total \$411.74
Refer	0	PAYMENT SERVICE NETWORK, IN Ck# 005366 7/22/2019		
Cash Payment	E 602-49450-300 Professional Svcs (GENE	MONTHLY SERVICE FEES FOR MAY 2019		\$47.37
Invoice 195454	7/22/2019			
Cash Payment	E 601-49400-300 Professional Svcs (GENE	MONTHLY SERVICE FEES FOR MAY 2019		\$31.58
Invoice 195454	7/22/2019			
Transaction Date	7/18/2019	Citizens State Bank	10100	Total \$78.95
Refer	0	PAYMENT SERVICE NETWORK, IN Ck# 005367 7/22/2019		
Cash Payment	E 602-49450-300 Professional Svcs (GENE	MONTHLY SERVICE FEES FOR JUNE 2019		\$47.67
Invoice 197175	7/22/2019			
Cash Payment	E 601-49400-300 Professional Svcs (GENE	MONTHLY SERVICE FEES FOR JUNE 2019		\$31.78
Invoice 197175	7/22/2019			
Transaction Date	7/18/2019	Citizens State Bank	10100	Total \$79.45
Refer	0	ON SITE COMPUTERS, INC		
Cash Payment	E 101-41500-300 Professional Svcs (GENE	DAILY BACKUP AND MONITORING FOR JULY 2019		\$71.00
Invoice CW64034	7/22/2019			
Transaction Date	7/18/2019	Citizens State Bank	10100	Total \$71.00

Payments

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Refer	0	GAME TIME	-				
Cash Payment	E 101-45200-500	Capital Outlay	ADAPTIVE SWING SAFETY BELT HARNESS FOR RIVERSIDE PARK			\$130.68	
Invoice	PJI-0116516	7/22/2019					
Transaction Date	7/18/2019		Citizens State Bank	10100	Total	\$130.68	
Refer	0	MAXSON ELECTRIC	-				
Cash Payment	E 101-45200-401	Repairs/Maint Buildings	LOCATE AT MANTORFIELD			\$114.19	
Invoice	6287	7/22/2019					
Transaction Date	7/18/2019		Citizens State Bank	10100	Total	\$114.19	
Refer	0	MOPS AND BUCKETS, LLC	-				
Cash Payment	E 101-41940-439	Janitors	JULY CLEANING OF CITY HALL			\$53.44	
Invoice	JULY 2019	7/22/2019					
Transaction Date	7/18/2019		Citizens State Bank	10100	Total	\$53.44	
Refer	0	KASSON HARDWARE HANK	-				
Cash Payment	E 101-45200-401	Repairs/Maint Buildings	LINING FOR THE BALL FIELDS			\$7.99	
Invoice	JUNE 2019	7/22/2019					
Cash Payment	E 101-45200-401	Repairs/Maint Buildings	TURNBUTTONS AND FASTENERS FOR RIVERSIDE PARK			\$13.30	
Invoice	JUNE 2019	7/22/2019					
Transaction Date	7/18/2019		Citizens State Bank	10100	Total	\$21.29	
Refer	0	KENNEDY & GRAVEN, CHARTER	-				
Cash Payment	E 101-41600-304	Legal Fees	LEGAL SERVICES THROUGH MAY 31, 2019			\$2,246.10	
Invoice	149302	7/22/2019					
Transaction Date	7/18/2019		Citizens State Bank	10100	Total	\$2,246.10	
Refer	0	AG PARTNERS COOPERATIVE	-				
Cash Payment	E 101-45200-212	Motor Fuels	B5 RED DYED FUEL			\$480.49	
Invoice	818831	7/22/2019					
Cash Payment	E 101-43100-212	Motor Fuels	B5 RED DYED FUEL			\$480.49	
Invoice	818831	7/22/2019					
Transaction Date	7/18/2019		Citizens State Bank	10100	Total	\$960.98	
Refer	0	ADAMS, JOE	-				
Cash Payment	E 101-45200-443	FEMA Related Expenses	REIMBURSEMENT TO J. ADAMS FOR OLMSTED COUNTY BACTERIA WATER TEST FOR THE CAMPGROUND			\$31.00	
Invoice	JULY 2019	7/22/2019					
Cash Payment	E 101-45200-443	FEMA Related Expenses	REIMBURSEMENT TO J. ADAMS FOR GAS CAN FOR FLOOD			\$11.73	
Invoice	JULY 2019	7/22/2019					
Cash Payment	E 101-45200-443	FEMA Related Expenses	REIMBURSEMENT TO J. ADAMS FOR ICE FOR PARK CLEANUP			\$5.69	
Invoice	JULY 2019	7/22/2019					
Cash Payment	E 101-45200-443	FEMA Related Expenses	REIMBURSEMENT TO J. ADAMS FOR BLEACH FOR THE PARK BATHROOM			\$3.43	
Invoice	JULY 2019	7/22/2019					
Transaction Date	7/18/2019		Citizens State Bank	10100	Total	\$51.85	
Refer	0	NORTHLAND TRUST SERVICES, IN	-				
Cash Payment	E 311-47000-620	Fiscal Agent s Fees	GO 2019A BONDS PAYING/REGISTRAR AGENT FEES			\$750.00	
Invoice	MANTV19A	7/22/2019					
Transaction Date	7/18/2019		Citizens State Bank	10100	Total	\$750.00	

Payments

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Refer	0	NORTHLAND TRUST SERVICES, IN	-			
Cash Payment	E 308-47000-611	Bond Interest	GO REFUND BONDS 2011A		\$2,306.25	
Invoice 08-2019	7/22/2019					
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$2,306.25	
Refer	0	MN PUBLIC FACILITIES AUTHORIT	-			
Cash Payment	E 602-49450-608	PFA CWRF Bond	CWRF BOND/PRINCIPAL WW KASSON		\$22,000.00	
Invoice 08-2019	7/22/2019					
Cash Payment	E 602-49450-608	PFA CWRF Bond	CWRF BOND INTEREST PROJECT KASSON PROJECT		\$2,305.00	
Invoice 08-2019	7/22/2019					
Cash Payment	E 602-49450-605	Clean Water SRF Bond	CWRF MANTOR DRIVE PRINCIPAL		\$11,000.00	
Invoice 08-2019	7/22/2019					
Cash Payment	E 602-49450-611	Bond Interest	CWRF MANTOR DRIVE INTEREST		\$1,407.54	
Invoice 08-2019	7/22/2019					
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$36,712.54	
Refer	0	DAVID DROWN ASSOC	-			
Cash Payment	E 311-47000-620	Fiscal Agent s Fees	FISCAL CONSULTING SERVICES GO BOND 2019A		\$18,000.00	
Invoice 4390	7/22/2019					
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$18,000.00	
Refer	0	MN PERA	Ck# 005369 7/22/2019			
Cash Payment	G 101-21704	PERA	EMPLOYEE/EMPLOYER RETIREMENT		\$1,025.25	
Invoice 2019 PR14	7/22/2019					
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$1,025.25	
Refer	0	ON SITE SANITATION	-			
Cash Payment	E 101-45200-410	Rentals	PORT A POTTY AT MANTORFIELD		\$18.00	
Invoice 787765	7/22/2019					
Cash Payment	E 603-45183-410	Rentals	PORT A POTTY AT RV PARK		\$72.00	
Invoice 787767	7/22/2019					
Cash Payment	E 101-45200-410	Rentals	PORT A POTTY AT DENNISON		\$120.00	
Invoice 787766	7/22/2019					
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$210.00	
Refer	0	LORENTZ, JOEY	-			
Cash Payment	E 101-42200-212	Motor Fuels	REIMBURSEMENT TO J. LORENTZ FOR FUEL FOR THE FD		\$53.43	
Invoice JULY 2019	7/22/2019					
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$53.43	
Refer	0	TIBBALS, JIM	-			
Cash Payment	E 101-42200-212	Motor Fuels	REIMBURSEMENT TO J. TIBBALS FOR TANKER 2 FUEL		\$62.52	
Invoice JULY 2019	7/22/2019					
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$62.52	
Refer	0	ADVANCED PLUMBING	-			
Cash Payment	E 101-45200-443	FEMA Related Expenses	REPLACED SUMP PUMP IN CITY HALL BASEMENT		\$1,450.00	
Invoice 11187	7/22/2019					
Transaction Date	7/18/2019	Citizens State Bank	10100	Total	\$1,450.00	
Refer	0	JORGENSEN, PAUL	-			

Payments

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Cash Payment	E 603-45183-440 Refunds and Reimburse	CAMPING REIMBURSEMENT		\$200.00
Invoice	JULY 2019	7/22/2019		
Transaction Date	7/19/2019	Citizens State Bank	10100	Total \$200.00
Refer	0 BOVIASR, JOHN	-		
Cash Payment	E 603-45183-440 Refunds and Reimburse	CAMPING REIMBURSEMENT		\$175.00
Invoice	JULY 2019	7/22/2019		
Transaction Date	7/19/2019	Citizens State Bank	10100	Total \$175.00
Refer	0 KOSTER, KENNY	-		
Cash Payment	E 603-45183-440 Refunds and Reimburse	CAMPING REIMBURSEMENT		\$75.00
Invoice	JULY 2019	7/22/2019		
Transaction Date	7/19/2019	Citizens State Bank	10100	Total \$75.00
Refer	0 SCHMIT, TIM	-		
Cash Payment	E 603-45183-440 Refunds and Reimburse	CAMPING REIMBURSEMENT		\$100.00
Invoice	JULY 2019	7/22/2019		
Transaction Date	7/19/2019	Citizens State Bank	10100	Total \$100.00
Refer	0 KOCH, SHERRY	-		
Cash Payment	E 603-45183-440 Refunds and Reimburse	CAMPING REIMBURSEMENT		\$300.00
Invoice	JULY 2019	7/22/2019		
Transaction Date	7/19/2019	Citizens State Bank	10100	Total \$300.00
Refer	0 HARDERS, GERRY	-		
Cash Payment	E 603-45183-440 Refunds and Reimburse	CAMPING REIMBURSEMENT		\$25.00
Invoice	JULY 2019	7/22/2019		
Transaction Date	7/19/2019	Citizens State Bank	10100	Total \$25.00
Refer	0 MITTELSTADT, CARL & JENNIFER	-		
Cash Payment	E 603-45183-440 Refunds and Reimburse	CAMPING REIMBURSEMENT		\$200.00
Invoice	JULY 2019	7/22/2019		
Transaction Date	7/19/2019	Citizens State Bank	10100	Total \$200.00
Refer	0 HODGMAN, LORI	-		
Cash Payment	E 101-45200-410 Rentals	PARK SHELTER REIMBURSEMENT		\$30.00
Invoice	JULY 2019	7/22/2019		
Transaction Date	7/19/2019	Citizens State Bank	10100	Total \$30.00
Refer	0 OLIVE, RICH	-		
Cash Payment	E 101-45200-410 Rentals	PARK SHELTER REIMBURSEMENT		\$30.00
Invoice	JULY 2019	7/22/2019		
Transaction Date	7/19/2019	Citizens State Bank	10100	Total \$30.00

Payments

Current Period: July 2019

Fund Summary

	10100 Citizens State Bank
101 GENERAL FUND	\$14,783.22
308 GO REFUND BOND 2011A	\$2,306.25
311 GO SERIES BOND 2019A	\$18,750.00
601 WATER FUND	\$839.47
602 SEWER FUND	\$49,194.66
603 RV PARK	\$1,147.00
	\$87,020.60

Pre-Written Checks	\$1,196.34
Checks to be Generated by the Computer	\$85,824.26
Total	\$87,020.60

MANTORVILLE CITY COUNCIL MEETING MINUTES
MONDAY, July 8, 2019
6:30 PM

1. **Call to Order** – Mayor Bradford called the meeting to order at 6:30 pm.

Members Present: Chuck Bradford, Henry Blair, Sharon Davern and Luke Nash

Others Present: Will Lambert, Brian Schwanke, Jim Mathieson, his wife and grandson, DCSO Deputy, Joe Adams and Patti Chilson.

2. **Pledge of Allegiance** - Done
3. **Additions/Deletions to Agenda** - None
4. **Consent Agenda** – Motion made by Member Blair, second by Member Davern to approve the consent agenda as follows:
 - a) City Council Meeting Minute's June 24, 2019
 - b) Warrant List July 8, 2019

Motion passed unanimously.

5. **Public Concerns** - None
6. **Public Hearing(s)** - None

7. **Old Business/New Business**

- a) **FD Relief Association Gambling License.** Member Blair made a motion to pass the FD Relief Association Gambling License, Member Davern second the motion. Motion passes.
- b) **Zumbro Water Trail Resolution.** Member Nash sounds like we have already submitted money for the initial so we don't need to do much of anything at this point. Mayor Bradford we need a Resolution for the application for grant funding. We have already applied for grants. Member Nash are we OK so when the \$3000 fee comes around and hope we are rated high enough for grants. Member Nash made the motion to approve the Resolution 2019-18 Supporting Regional Park and Trail Designation. Second by Member Blair. Motion passes.
- c) **Marigold Days Committee Requests.** Will Lambert brought forward the requests for Marigold Days. Similar to what we brought forward from the past years. He is requesting exclusive use of Riverside and the adjacent streets use so we don't come up with any conflicts. He is requesting permission for the Fireworks show on Saturday night at Dusk. Rain date of Sunday night, pending proof of insurance by the provider. It is backwards, first the Council needs to approve to get permission before we can send them money and then they will send the insurance in. Jim Freeman is the provider and coordinator. The street closures in the past and the parade route are marked out the night before. I think they intend to line up on the street because of the construction south of the water tower. He is also looking for permission to use the city street barricades and cones for traffic management. Member Blair made a motion to approve the street closures as presented. Member Davern second it. Member Blair made a motion to approve fireworks pending the Insurance and all requirements for the application, Member Nash second it. All in favor. Motion passes.
- d) **Follow up from Johnny Holm Band Event.** Member Davern has a few questions about the street closure times. Music started playing at 2 and not 5, very loud. She thought it was at 5:30 and the music was from 9-12. Roads were closed early and people were trying to get their flood clean up done and the streets were closed 3 hours early. If we have this again, the streets should not be open that much earlier. A copy needs to go to the sheriff's department for next year for street closures. It is a residential area and, in the future, we need to make the rules clearer.

- e) **City Purchasing Policy:** Member Davern asked Cami to bring forward the information. Member Davern would like to see us establish a very clear purchasing policy on how we do bids. She wants to find out if there is training first on how to do RFP's and competitive bidding when and get that real clear and put it down as a policy. Cami has some ideas for purchasing levels but there are some competitive bidding requirements that we have to build in. Find out if there is training for competitive bids. Put it down as a policy so we don't get in trouble. Member Davern can call the league and get it set up. See what type of training is available and what we would benefit from it. See if the League could do it for free. Work to establish a clear purchasing policy. Member Davern was concerned that she has not seen any sealed bids. Tim Hruska informed her that we open sealed bids usually on a Thursday before the next Council Meeting, they are publicized for all bids. It does not need to be at a Council Meeting. Tim H. explained the bidding process to Member Davern. The Council gets the information presented to them the following Monday about the bids. It explains the lowest bids and the estimates. That is the purpose of the sealed bids. Member Davern says that Cami has a good start on this but she would like to see something formal with it. Member Davern would really like to see this formalized and brought up to speed. Mayor Bradford said that the training would be a good suggestion for their fall retreat. We could look into training opportunities and see what is available for cost and training, onsite or offsite. Then we can identify individuals that would benefit from that. Member Davern agreed that the league would send someone down for nothing. Patti will look into training options for that.
- f) **The 2019 Flood Event:** Mayor Bradford recognized Joe Adams for his hard work, dedication, passion and commitment during the flood. Member Davern really wants us to put out the Emergency phone number for our residents that have any damage to call. There are people coming in to help with whatever to volunteer their services. Joe Adams explained with the flood they have done a quick assessment of the damages that they have seen. Tim H. says they want to do some thorough assessments of storm sewer and sanitary sewer once the water goes down. We made the list of emergency repairs and things that need to be done, but can wait. Now we can go out and get some quotes from a couple different contractors. There were some things that need to be fixed immediately. Joe Adams told that Bluff Street needed repairs right away, at the end of Jefferson Street it was washed out. Stagecoach by Hickory Lane needed repairs right away and West Street washed out really bad. Tim was surprised with how little damage we had. Considering what happened we fared pretty well. Member Davern has never had water in her basement and she had 17 inches. Dave Mathieson's grandson is asking for a better solution to the storm drain grate that is on his property. The past 3 storms on the corner of 5th and west across the old relay lot. The entire back yard has become a lake. It has come a foot and a half and two feet away from the house. The drain is easily clogged. Tim H. explained that he and Joe will be looking at it to help protect the flow. They spent 6-9 months going over this with FEMA to get a 48-inch pipe drain to the river. They compromised and put in the existing rock but FEMA and MN Historical Society required them to put that grate at a certain distance that was characteristic to that era. The look of it was all approved to get it paid for. It just has to be modified.

8. TBD

- a) **Public Works Report.** Joe Adams reported the damage in the City Hall basement was 4-5 feet of water. We lost paperwork, dehumidifier the FD lost a lot. We had to tear the sheet rock off, across the street in Zwiebel's old shop we had to get a dumpster in there. The biggest damage is Riverside Park, they have been cleaning up there. The playground part is destroyed. He got pricing for cleanup equipment, would like to get an excavator to get it cleaned up with new fabric and mulch. The excavator is \$225 a day or \$900 per week. Should only take 2 days. The skid loader is \$275 a day or \$1100 per week. It would be used to move gravel and mulch. Joe plans on getting a dumpster and putting all the mulch in it and starting over. He needs 3 rolls of GEO fabric at, all new pea rock to level it out and mulch is \$2808 delivered for special mulch. We lost 3 garbage cans at \$1818 they were the new ones we just got. Missing 13 tables at a cost of \$124 per table. It will be \$1560 to replace them. There are six tables left. Joe needs 8 loads of gravel for Riverside Park, Maxson went through Riverside Park and he does need to replace all the G fault and breakers at the main pavilion and that will be a cost of about \$500 to get that up and running. The campground electric was fine, Joe flushed

it and took a water sample to Rochester to get it tested. The east side of the campground will be shut down for the upgrades. Joe did lose 2 tables from the campground. Another \$240 for tables at the campground. For what SL did is about \$9000 about \$34,000 in streets so far. It would be about 2 days with the excavator and a week with the skid loader. If we can do a park clean up on Saturday a 10 to get the park cleaned up. Member Nash made a motion to approve what Joe has asked for to get the park up and running, second by Member Blair. Motion passes. Tim helped bail Joe out the night of the flood, Don and Henry have also been helping. Cami also helped pick up sticks at the park. They have been bypassing and renting a pump from SL. The pump needs to be replaced; Joe talked to Steve Bushman a 6" self-priming pump would be great. Joe got a price on used from \$18,000-\$35,000. New would be \$26,112 new from Quality Flow with all the hoses included which cost about \$3,500 just for hoses. Joe will bring forward some more prices to the next meeting. Tim H. said it has been since 2007 since we have done sump pump inspections. We looked at it briefly it would take someone roughly 40 hours of time of inspection. The biggest thing is smoke testing. We would need 3 weeks of dry weather to find out where we have cross connections and if it is getting our storm sewer directly into the sanitary sewer. It would be cheap, three days. They light a smoke bomb and put a fan over the manhole and blow the smoke to see where it is. Someone walking each direction to see where the smoke comes up. We don't have a large area to cover. Also check man hole covers to see if they are actively leaking. Smoke testing is quick and has great results, but you have to have the right conditions. We will be assessing sooner than later for the smoke testing for the fall retreat. We would inform the residents and the Fire Department when we would be doing the testing. Member Davern made a motion for the smoke testing for \$3,500. Second by Member Blair. Motion passes. Joe had a complaint at 920 Clay Street about a hazardous tree. He brought it to the Park Board they approved it, it is in the Park Board budget. Now he is bringing it to the Council for approval. It is in a city owned alley way on city property. It is in the tree budget. Olson gave him a bid of \$380 to remove it and grind the stump out. Member Nash made the motion for removal of the Hazardous tree and Member Blair seconded it. Motion passes. Joe has 6 stumps at Riverside Park some are right along Clay Street so when they are fixing the new road it would be nice to be able to have it all uniform, they are a tripping hazard. The cost for the ones at Riverside is \$540 with Olson doing it. We also have 6 of them out to Dennison Park and they are tripping hazards, the Park Board recommends they be removed. The total of the twelve stumps is \$940 and the Park Board does have it in their tree budget. Joe would like to move forward with that. Member Nash made a motion to move forward with removal of the stumps and Member Davern seconded it. Motion passes. Joe planned on pouring the cement for the bean bag boards this summer. They had a \$3000 budget for that project, \$1858 for the bean bag board project purchase which leaves him \$1142 left over to purchase concrete doing it ourselves. Also, the ADA cement pad at Mantor Field for \$300 with the KMBA donation. Together for both projects with concrete come to \$1442 all together to do it. He did get bids on it and the cheapest bid came in at \$2398. It would be a total of \$1000 difference that we are short the money. Cami brought of the fact that we have money. \$4084 in the park commission balance that we could pull the money from that. We could pull \$1000 out of that fund to get it all done. Member Davern made a motion to take the \$1000 and do that Member Nash seconded it.

b) City Clerk Report – None

c) Consultant Report – None

d) Committee Report EDA, Finance/Budget, Infrastructure – None

e) Council Member Report – Township report, Member Davern wanted to bring back, they are having a lot of concern about 4 wheelers on the roads and on our city streets. 4 wheelers are not allowed unless they meet the criteria. They have to meet safety guidelines seat belts, horns, lights, turn signals and licenses. They can come in and get a handicap provision to drive a golf cart. The ordinance is there but the enforceability has been an issue. They should clean up the ordinance for 4 wheelers. They will discuss what they will permit at the Retreat. Member Davern did not get any responses back about the painting, she did call both Minneapolis and St. Paul. She did get an email back from another city that is doing it and what she would like to do is start to put out about the contest about the design. She wants

to be able to judge it at Marigold Days. Tim H. talked to Craig Durst about the paint and he said you can do any color you want with Sherwin Williams paint and you tint it to whatever color you want. Member Davern will continue with the painting project. The painting project will be on next times agenda.

- f) **Mayor Report** – Mayor Bradford touched base with the governor’s office after the flood. Declaring an emergency disaster event. They did have a conference call with the County and surrounding towns and the governor is coming down on Thursday to talk to Mayor McKern and Mayor Bradford about what we have seen for damage for the city. There are two figures that we need a qualification figure and if it exceeds \$75,000 County wide that is the threshold for the state declaration. Matt was pretty sure that we would get a state declaration. Then the governor has agreed to include the first event and the last event as an event. Now if the state can show up to seven million then FEMA dollars come in. That is the first figures that we need, to show the level of damage. We can get reimbursement for our flood related damages. Each city would handle our own curb side pickup. Look at local haulers. Fair market value. If the city picks up the cost then the state would reimburse 75%. If FEMA comes in and also makes a declaration, they will cover the 25%. Keep track of our costs and look at it for reimbursements. We need to put in a procedure for next time, but we are a week since that last event. With volunteers coming into town to help with the clean-up. Member Nash made a motion to offer a program to create a contract with a hauler to haul away flood items that are certified or documented items by the volunteers that are certified. Member Davern seconded it. Motion passes.

9. **Executive Session** – None

10. **Adjourn – 8:45pm.** Member Nash made a motion to Adjourn and Member Blair second it. Motion passes unanimously.

2905 South Broadway
Rochester, MN 55904-5515
Phone: 507.288.3923
Fax: 507.288.2675
Email: rochester@whks.com
Website: www.whks.com

whks

engineers + planners + land surveyors

July 10, 2019

Cami Reber
City Clerk
City of Mantorville
PO Box 188
Mantorville, MN 55955-0188

RE: Mantorville, MN
Sanitary Sewer Extension to Serve Cemetery Road
Pay Request No. 4

Dear Cami:

Enclosed is Pay Request No. 3 for work on the above referenced project. We recommend payment in the amount of \$11,708.75 to:

Ellingson Drainage, Inc.
56113 State Hwy 56, PO Box 68
West Concord, MN 55985

Please contact me if you have any questions.

Sincerely,

WHKS & co.



Timothy A. Hruska, PE, LS
City Engineer

Enclosure

TAH/cfs

Cc: Ellingson Drainage, Inc.

2905 South Broadway
Rochester, MN 55904
Phone: 507.288.3923

whks

PARTIAL PAYMENT ESTIMATE
FOR CONSTRUCTION WORK COMPLETED

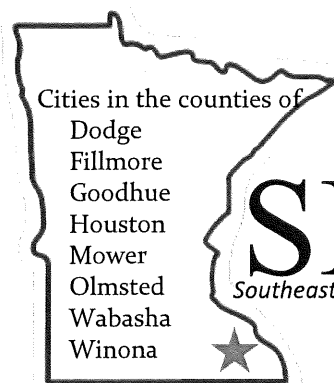
Bid Price: \$ 178,565.00

Project: Sanitary Sewer Extension to Serve Cemetery Road
Project No.: 8358
Location: Mantorville, MN
Contractor: Ellingson Drainage, Inc

Date: 7/10/2019
Estimate No.: 4
% Complete: 95.9%

Line No.	Description	Contract Quantity	Unit	Unit Price	Quantity Completed Previous Estimates	Quantity Completed This Estimate	Quantity Completed to Date	Total to Date
1	Mobilization	1	LS	\$2,250.00	1.0	0.0	1.0	\$ 2,250.00
2	Directional Drill 2" HDPE Pressure Sewer	1,430	LF	\$10.00	1415.0	0.0	1415.0	\$ 14,150.00
3	Directional Drill 1 1/4" HDPE Pressure Sewer Service	1,880	LF	\$13.00	1880.0	0.0	1880.0	\$ 24,440.00
4	F & I 1 1/4" Curb Stop w/Integral Check Valve, Box, Corp, and 2" Saddle	7	Each	\$1,150.00	7.0	0.0	7.0	\$ 8,050.00
5	F & I 1 1/4" Curb Stop w/Integral Check Valve, Box, Corp, and 8" Saddle	3	Each	\$1,450.00	3.0	0.0	3.0	\$ 4,350.00
6	F & I 2" Curb Stop w/Integral Check Valve, Box, Corp, and 8" Saddle	1	Each	\$3,150.00	1.0	0.0	1.0	\$ 3,150.00
7	F & I 2" Flushing Station	2	Each	\$1,350.00	2.0	0.0	2.0	\$ 2,700.00
8	F & I Grinder Pump Station	10	Each	\$8,350.00	10.0	0.0	10.0	\$ 83,500.00
9	Connect Electrical Service to Grinder Pump Station	10	Each	\$1,800.00	0.0	0.0	0.0	\$ -
10	Traffic Control	1	LS	\$1,500.00	1.0	0.0	1.0	\$ 1,500.00
11	Turf Establishment & Erosion Control	11	Each	\$825.00	0.0	11.0	11.0	\$ 9,075.00
12	Exploratory Excavation	10	Each	\$225.00	0.0	0.0	0.0	\$ -
13	Open Cut Rock Trench	100	LF	\$50.00	297.0	65.0	362.0	\$ 18,100.00

Total Work Completed \$ 171,265.00
Less 5% Retainage \$ (8,563.25)
Less Previous Estimates \$ (150,993.00)
Net Payment this Estimate \$ 11,708.75



SEMLM

Southeastern Minnesota League of Municipalities

www.semlm.org

SEMLM Summer Meeting Tuesday, July 30, 2019 Red Wing

Mississippi National Golf Links
409 Golf Links Drive
Red Wing, MN
Map: <https://tinyurl.com/y6xcewqv>

Morning/Afternoon: **Mississippi National Golf Links** – Spend your morning and/or afternoon on the golf course, which is the same location as the evening SEMLM event. **For tee times, call (651) 388-1874 and get the special SEMLM rate for either of the two course options. Be sure to ask for the SEMLM group rate.**

4:00 pm **Tourism/Public Works/Elected Officials/City Staff Tour of the NEW Splash Pad in Red Wing.**

Designed for people of all ages and all levels of physical ability, this new feature offers summer fun for your residents and visitors, and adds another community amenity for incoming new residents. Located at the Athletic Field, 1333 Mason St., Red Wing. Google Map: <https://tinyurl.com/yxoh934w>

5:30 pm Social Time with cash bar.

6:30 pm Dinner

Welcome from City of Red Wing

7:00 pm SEMLM Business – Dan Egger, SEMLM President

7:15 pm **Public Works Equipment Sharing Program (Non-emergency situations)** - Hear from the only group in Minnesota to have this type of program. Learn how it works and what we could do for our SE MN cities.

7:45 pm **Regional Tourism for SE MN** – Presenters from area tourism groups share how they envision a more regional approach to tourism for SE MN.

8:28 pm Closing remarks from SEMLM President Egger. Adjourn meeting. **Open time for networking.**

Hosted by the City of Red Wing

Registrations due by Friday, July 26

Send your completed form to:

Michelle Walker -- City of Red Wing

315 West 4th Street | Red Wing, MN 55066

Office: 651.385.3608 Email: michelle.walker@ci.red-wing.mn.us

Registration from _____

Contact Person: _____

Phone: _____ E-mail: _____

Number meals SEMLM member _____ x \$30 = \$_____ (paid SEMLM member city/Community Partner)

Number meals nonmember _____ x \$35 = \$_____

Make checks payable to "City of Red Wing"

Names of attendees for this registration:

_____	_____
_____	_____
_____	_____

City Mantorville
 Date 6/1/2019 thru 6/30/2019

<u>Agency</u>	<u>Incident_Nr</u>	<u>Location</u>	<u>LocCity</u>	<u>Activity</u>
TRN	201900000011	22 6th St E	Mantorville	Miscellaneous
TRN	201900000012	22 6th St E	Mantorville	Miscellaneous
TRN	201900000013	22 6th St E	Mantorville	Miscellaneous
TRN	201900000015	22 6th St E	Mantorville	TEST Only-No Resp Needed
K	201900002772	22 6th St E	Mantorville	Assist Other Agency
S	201900004952	616 West St	Mantorville	Civil
S	201900004967	71 County Rd 21	Mantorville	Ambulance Run
S	201900004981	721 Main St N	Mantorville	Traffic
S	201900004999	816 Hickory Ln	Mantorville	Ambulance Run
S	201900005015	320 Main St N	Mantorville	Miscellaneous
S	201900005034	21 5th St E	Mantorville	Weather Related Compl
S	201900005036	600 Par 4 Dr	Mantorville	Traffic Hazard
S	201900005044	22 6th St E	Mantorville	Miscellaneous
S	201900005076	5 Zumbro Ridge Dr	Mantorville	Ambulance Run
S	201900005093	720 County Rd 12	Mantorville	Suspicious Activity
S	201900005098	816 Hickory Ln	Mantorville	Ambulance Run
S	201900005123	721 Main St N	Mantorville	Suspicious Activity
S	201900005124	523 Eagle Ct	Mantorville	Welfare Check
S	201900005149	320 Main St N	Mantorville	Found Animals
S	201900005158	202 9th St W	Mantorville	9-1-1 Hang Up Call
S	201900005199	501 Main St N	Mantorville	Disturbance
S	201900005301	1105 7th St W	Mantorville	Found Animals
S	201900005346	220 3rd St W	Mantorville	Paper Service
S	201900005348	16 5th St W	Mantorville	Civil
S	201900005389	31 County Rd 21	Mantorville	Property Damage
S	201900005401	809 Jefferson St	Mantorville	Suspicious Activity
S	201900005414	22 6th St E	Mantorville	Civil
S	201900005432	22 6th St E	Mantorville	Found Property
S	201900005434	600 Washington St	Mantorville	Lost Animals
S	201900005436	22 6th St E	Mantorville	Assist Other Agency
S	201900005449	415 N Main St	Mantorville	Traffic
S	201900005532	906 West St	Mantorville	9-1-1 Hang Up Call
S	201900005538	31 Cr 21	Mantorville	Welfare Check
S	201900005547	921 Jefferson St	Mantorville	Assist Other Agency
S	201900005597	702 6th St W	Mantorville	9-1-1 Hang Up Call
S	201900005599	616 West St	Mantorville	Other Driving Complai
S	201900005627	141 County Rd 12	Mantorville	Ambulance Run
S	201900005630	721 Main St N	Mantorville	Alarm
S	201900005632	105 8th St E	Mantorville	Welfare Check
S	201900005639	22 6th St E	Mantorville	Violate Drug Court Rules
S	201900005644	22 6th St E	Mantorville	Probation Violation
S	201900005707	408 6th St W	Mantorville	Disturbance
S	201900005710	839 Stagecoach Rd	Mantorville	Animal Comp
S	201900005711	905 7th St W	Mantorville	Civil
S	201900005730	904 Clay St	Mantorville	Paper Service
S	201900005761	102 9th St W	Mantorville	Welfare Check
S	201900005778	402 Main St N	Mantorville	Miscellaneous Info
S	201900005783	402 Main St N	Mantorville	Alarm
S	201900005785	820 Chestnut St	Mantorville	Paper Service
S	201900005811	616 Washington St	Mantorville	Threats
S	201900005850	21 5th St W	Mantorville	Ambulance Run
S	201900005854	501 Main St N	Mantorville	Noise Complaint
S	201900005859	501 Main St N	Mantorville	Miscellaneous
S	201900005860	300blk 6th St W	Mantorville	Drunkeness
S	201900005873	704 6th St W	Mantorville	Found Animals
S	201900005876	21 5th St E	Mantorville	Mv/hit & Run

Total

56



DATE: June 26, 2019
TO: Community Water Supply Financial/Accounting Officials
FROM: Sandeep Burman, Manager
Drinking Water Protection Section
Minnesota Department of Health
PHONE: 651-201-4647
SUBJECT: Service Connection Fee Increase

The Minnesota Legislature has approved an increase in the drinking water service connection fee from \$6.36 to \$9.72, effective January 1, 2020. This is the annual fee you have been charging your drinking water system customers and passing through to the Minnesota Department of Health (MDH) since the fee was established in 1993 per Minnesota Statute 144.3831.

Revenue from this fee is used to fund activities of MDH's Drinking Water Protection Program related to maintaining compliance with the federal Safe Drinking Water Act and protecting the health of all Minnesotans. These activities include sanitary surveys, sample collection and analysis, compliance determination, source water protection, enforcement, and various technical assistance services.

The fee amount has not changed since 2005. With expectations for federal regulations continuing to be expanded, program expenses have been exceeding the revenue generated by the fee. In order to continue providing the services necessary to help water utilities provide safe drinking water, an increase in the fee was needed.

The invoice you will receive from us for the January through March 2020 billing period will reflect the change in the fee. We are alerting you to this change now so you can account for the change in your annual budget planning, and to notify residents accordingly.

We appreciate your continued partnership in providing safe and sufficient drinking water for everyone, everywhere in Minnesota.

If you have any questions about the fee, please contact me.

Minnesota Department of Health
Drinking Water Protection Section
625 North Robert Street
PO Box 64975
St. Paul, MN 55164-0975
651-201-4700
health@state.mn.us
www.health.state.mn.us

06/26/19

To obtain this information in a different format, call: 651-201-4700. Printed on recycled paper.